

**NOAA COMMISSIONED OFFICER BILLET DESCRIPTION**

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|--|--------------------------------|--|--|
| <b>TO: DIRECTOR, COMMISSIONED PERSONNEL CENTER, CPC</b>  |                                | <b>FROM:</b> Dr. Louis W. Uccellini<br><b>ROUTING CODE:</b> W/NP<br><b>ADDRESS:</b><br>National Centers for Environmental Prediction<br>5200 Auth Road, Room 101<br>Camp Springs, MD 20746<br><br><b>PHONE NUMBER:</b> 763-8016 (301)  |  |
| <b>THRU (Liaison Officer):</b><br>LCDR Mark Moran, NOAA, W/NP6   |                                | (This block to be completed by liaison officer)<br><b>IS THIS A NEW BILLET:</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO<br><b>BILLET PRIORITY:</b> <input type="checkbox"/> A, <input checked="" type="checkbox"/> B, <input type="checkbox"/> C, <input type="checkbox"/> R |  |
| <b>BILLET TITLE:</b> Chief Science Officer<br><b>BILLET #:</b> 4001  |                                |  |  |
| <b>RANK REQUESTED:</b> (0-2, 0-3, 0-4, etc.)   | O6<br><br>GS15                 | (This block to be completed by liaison officer)<br><b>IS THIS A NEW BILLET:</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO<br><b>BILLET PRIORITY:</b> <input type="checkbox"/> A, <input checked="" type="checkbox"/> B, <input type="checkbox"/> C, <input type="checkbox"/> R |  |
| <b>GS/GM EQUIVALENT:</b>   | GS15                           |  |  |
| <b>IMMEDIATE SUPERVISOR:</b><br>Louis W. Uccellini   | <b>TITLE:</b><br>NCEP Director | <b>PHONE NUMBER:</b><br>763-8016 (301)   |  |
| <b>EDUCATIONAL REQUIREMENTS:</b><br>Degree in Meteorology and/or Oceanography or other physical science is required.   |                                |  |  |
| <b>OTHER QUALIFICATIONS (INCLUDE PARTICULAR SECURITY CLEARANCES, SKILLS, ETC...)</b><br>The Officer should have a substantial understanding of numerical prediction principles and practice and a thorough understanding of synoptic and dynamic meteorology, oceanography. In addition, the Officer should have senior management and command experience and a working knowledge of NOAA Policy formation, administrative management functions,...  |                                |  |  |
| <b>1. GENERAL DESCRIPTION OF BILLET:</b><br><p>The mission of the National Centers of Environmental Prediction (NCEP) is to provide services using a combination of automated and manual techniques to produce general weather, water and climate forecast guidance products for the eight unique National Centers. The NCEP is a major component of the National Weather Service, providing the centralized forecast products that underpin public, government, aviation, marine, climate and space forecast programs that contribute towards the common goal of protecting life and property.</p> <p>The Officer will serve a critical role as part of the NCEP infrastructure within the Office of the Director, Camp Springs, Maryland. The incumbent, in conjunction with the Chief Operations Officer, is responsible for oversight, direction, planning and coordination of science activities and technology infusions related to operations of NCEP, both domestically and internationally.</p> <p>The incumbent reports to the NCEP Director. Day-to-day assignments are normally broad and general in scope, and the Officer is required to use his/her independent judgement, within the broad guidelines established by the Director.</p> |                                |  |  |
| <b>2. DUTIES AND RESPONSIBILITIES:</b><br>a. Is this a supervisory billet? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO<br>b. If so, state number and grade of personnel supervised. Number: _____ Grade(s): _____  |                                |  |  |
| <p>The Director of NCEP leads and participates in national and international activities. On a national level, the Director serves as a member of the United States Weather Research Program, Inter-agency working groups and the NOAA Research Council. On an international level, he is the U.S. member to the Committee for Atmospheric Sciences and the Thorpex International Core Steering Committee. The Officer will provide primary scientific and staff support to the NCEP Director for these and other scientific activities, especially as they relate to the transfer of the science and technology into operational climate, weather, water and ocean prediction.</p> <p>Provides scientific leadership and support to the eight National Centers, local and regional Weather Forecast Offices, NWS Headquarters, private and government external users on the structure, capabilities and developments of NCEP's forecast models for the atmosphere, ocean and climate.</p>  |                                |  |  |

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### 3. CAREER DEVELOPMENT OPPORTUNITIES:

This billet affords the Officer the opportunity to work with and alongside senior NOAA managers in guiding the direction of NOAA's programs, particularly those of NWS.

The Officer will develop an understanding of the concerns and issues of the Executive and Legislative branches of the US Government, as well as, gain valuable program managerial experience, a thorough and comprehensive understanding of NCEP, and an appreciation of NCEP's linkage to the NWS and NOAA.

### 4. ADDITIONAL COMMENTS:

The work assigned to the Officer is extraordinarily complex, involving a broad range of knowledge and activities that bear directly on the quality of weather, ocean and climate services delivered to the American people. The incumbent is at the leading edge of the operational forecast process and deals, in real-time, with complex atmospheric, oceanographic and climatological processes.

Decisions and recommendations made by the Officer have a significant and far-reaching impact on the NWS, the general public, other government agencies, private sector and the entire science community.

#### Other Qualifications (cont.):

such as budget, personnel, finance, procurement, travel, general office administration, etc. The incumbent should be highly skilled in communications and interpersonal relationships.

### 2. Duties and Responsibility (cont.):

Provides science leadership for the five Science and Operations Officers located at NCEP service centers.

Serves, in conjunction with the Chief Operations Officer, as the NCEP focal point for training in the use of numerical models and centrally-generated value added guidance for operational forecasters and other users.

Coordinates for the Director of NCEP intra-agency and interagency and international scientific cooperation and exchange efforts, including technology/forecast transfer programs from Universities to NCEP and from NCEP to foreign forecast centers.

Fosters expansion of the use of NCEP products and services to the ever-broadening user community to address the current and future strategic climate-ocean-weather issues and related forecast advancements.

SIGNATURE OF SUPERVISOR:

DATE: